# Bylaws for the Robert Van Pelt American Inn of Court Lincoln, Nebraska

On the 20<sup>th</sup> day of February, 2003, and pursuant to the Charter issued by the American Inns of Court Foundation to the Robert Van Pelt American Inn of Court, the following bylaws were adopted, to wit:

### 1. Categories of Active Members

There shall be the following categories of active members of the Robert Van Pelt American Inn of Court:

Name	Experience Requirement	Length of Active Membership
Masters of the Bench	An experienced judge	Indefinite
Master of the Bar	An experienced lawyer	3-5 years, but term may be extended by Executive Committee
Barrister	A lawyer with at least 5 years experience	3-5 years, but term may be extended by Executive Committee
Associate	A lawyer with 2 years or lesser experience	3-5 years, but term may be extended by Executive Committee
Law student	A law student	1 year

#### 2. Emeritus Members

After an active member has completed his or her active membership, such member shall become an emeritus member. The emeritus member shall be privileged to attend and participate in all meetings of the Robert Van Pelt American Inn of Court, but shall have no right to vote.

#### 3. Dues

Each active member shall pay dues in the amount and at the time established by the Executive Committee. The dues structure shall be such that financial burden of the organization falls mainly upon the Masters of the Bench and Masters of the Bar. Each emeritus member is encouraged to contribute annually such amount as he or she deems appropriate. The Executive Committee's discretion regarding the responsibilities set forth in this paragraph is absolute and not subject to review.

## 4. Invitation to Membership

Active Membership shall be conferred upon those accepting invitations extended by the Executive Committee. In offering membership in the organization, the Executive Committee shall keep in mind that the sole reason for the existence of the organization is to promote ethics, civility, professionalism and excellence by those who are called to service before the Bench and the Bar. The Executive Committee's discretion in extending invitations to membership is absolute and not subject to review.

#### 5. Subsidiary Inns of Court

The Robert Van Pelt American Inn of Court shall be comprised of at least seven Subsidiary Inns of Court (sometimes called "Pupilage Groups"). Each Subsidiary Inn of Court shall be comprised of: (1) one Master of the Bench; (2) between two and three Masters of the Bar; (3) between two and three Barristers; (4) one associate; and (5) two law students. The Executive Committee shall be responsible for assigning members to the Subsidiary Inns of Court and for creating new Subsidiary Inns of Court as may be necessary. In unusual cases, the Executive Committee may increase the number of members of a particular Subsidiary Inn of Court notwithstanding the suggested limitations set forth above. The Executive Committee's discretion regarding the responsibilities set forth in this paragraph is absolute and not subject to review.

#### 6. Officers

A. The officers of the Robert Van Pelt American Inn of Court shall consist of the following: (1) President; (2) President-Elect & Program Chair; (3) Counselor for

Mentoring; (4) Treasurer; (5) Administrator; (6) Membership Chair; (7) Inn Keepers Chair; and (8) Past President.

B. The powers, responsibilities and terms of office for each of the officers are set forth below:

#### President

The President shall be the chief executive officer the Robert Van Pelt American Inn of Court, and shall have all the powers and duties that are normally associated with that position. The term of office of the President shall be one year, and no person may serve more than one year as President. It will not be the practice of the President to be a member of a Subsidiary Inn of Court.

#### President-Elect & Program Chair

The President-Elect & Program Chair shall assist the President, exercise the powers and perform the duties delegated to him or her by the President or Executive Committee, and, in particular, be responsible for supervision of the programs. It is expected, although not required, that the President-Elect & Program Chair will become the President the following year. The term of office for the President-Elect & Program Chair shall be one year, and no person may serve more than one year as President-Elect & Program Chair. It will not be the practice of the President-Elect and Program Chair to be a member of a Subsidiary Inn of Court.

## Counselor for Mentoring

The Counselor for Mentoring shall have the powers and perform the duties delegated to him or her by the President or Executive Committee, and, in particular, be responsible for supervision of the mentoring program. The term of office for the Counselor for Mentoring shall be one year, but he or she may serve as many additional one-year terms as the Executive Committee may from time to time provide. It will be the practice of the Counselor for Mentoring to be a member of a Subsidiary Inn of Court.

#### Treasurer

The Treasurer shall have the powers and perform the duties delegated to him or her by the President or Executive Committee, and, in particular, be responsible for supervision of the treasury, maintenance of financial records and collection of dues. The term of office for the Treasurer shall be one year, but he or she may serve as many additional one-year terms as the Executive Committee may from time to time provide. It will be the practice of the Treasurer to be a member of a Subsidiary Inn of Court.

#### Administrator

The Administrator shall have the powers and perform the duties delegated to him or her by the President or Executive Committee, and, in particular, be responsible for providing administrative support for the organization, its officers and the Executive Committee. The term of office for the Administrator shall be five years and no person shall serve more than one consecutive five-year term. It will not be the practice of the Administrator to be a member of a Subsidiary Inn of Court. It will be the practice to select a judge to serve as the Administrator.

## Membership Chair

The Membership Chair shall have the powers and perform the duties delegated to him or her by the President or Executive Committee, and, in particular, be responsible for supervision of the membership roles and maintenance of the web site. The term of office for the Membership Chair shall be one year, but he or she may serve as many additional one-year terms as the Executive Committee may from time to time provide. It will be the practice of the Membership Chair to be a member of a Subsidiary Inn of Court.

## Inn Keepers Chair

The Inn Keepers Chair shall have the powers and perform the duties delegated to him or her by the President or Executive Committee, and, in particular, serve as a liaison between the organization and emeritus members so that the organization will benefit from the continued participation and financial support of emeritus members. The term of office for the Inn Keepers Chair shall be one year, but he or she may

serve as many additional one-year terms as the Executive Committee may from time to time provide. It will be the practice of the Inn Keepers Chair to be a member of a Subsidiary Inn of Court.

#### Past President

The Past President shall have the powers and perform the duties delegated to him or her by the President or Executive Committee, and, in particular, serve as an advisor to the President. The term of office for the Past President shall be one year and no person may serve more than one year as Past President. It will not be the practice of the Past President to be a member of a Subsidiary Inn of Court.

### 7. Powers and Responsibilities of the Executive Committee

The Executive Committee shall establish the policies, practices and procedures of the Robert Van Pelt American Inn of Court by majority vote of the Committee members present and voting at a meeting of the Committee. In the event of a tie vote, the decision of the President shall prevail. The Executive Committee's discretion regarding the provisions of this paragraph is absolute and not subject to review.

### 8. Composition of Executive Committee

The Executive Committee shall consist of the eight officers identified above together with a sufficient number of other "at large" members such that each Subsidiary Inn of Court has at least one representative on the Executive Committee either in the form of an officer or in the form of an "at large" member.<sup>1</sup>

<sup>&</sup>lt;sup>1</sup>An example may be helpful. First, remember that four of the eight officers are expected to members of a Subsidiary Inn of Court. Second, assuming those four officers are from different Subsidiary Inns, that would mean there would be three "at large members" of the Executive Committee. In other words, the Executive Committee should be comprised of at least one representative from each Subsidiary Inn.

### 9. Selection of President, President-Elect & Program Chair and Treasurer

The selection of the President, President-Elect & Program Chair and Treasurer shall be made in the Spring of the year at a meeting of the active members called for such purpose by the Executive Committee. No formal notice need be given of such meeting, and such meeting may be held in conjunction with the regular meeting of the organization. The Executive Committee shall nominate the President, President-Elect & Program Chair, and Treasurer. The election of these officers shall be held in the following manner:

- A. The President and President-Elect & Program Chair nominated by the Executive Committee shall be selected to fill the position for which they have been nominated if such person receives a simple majority of the votes cast by the Masters of the Bench and Masters of the Bar who are present and who vote at the meeting. If an Executive Committee nominee does not receive a simple majority of such votes, then those eligible to vote at the meeting on such nominee may nominate one or more candidates to fill the position and the person who receives the greatest number of votes cast by the Masters of the Bench and Masters of the Bar who are present at the meeting and voting shall be selected to fill the position.
- B. The Treasurer nominated by the Executive Committee shall be selected to fill the position for which he or she has been nominated if such person receives a simple majority of the votes cast by the Masters of the Bench, Masters of the Bar, Barristers and Associates who are present and who vote at the meeting. If the Executive Committee nominee does not receive a simple majority of such votes, then those eligible to vote at the meeting may nominate one or more candidates to fill the position and the person who receives the greatest number of votes cast by the Masters of the Bench, Masters of the Bar, Barristers and Associates who are present and who vote at the meeting shall be selected to fill the position.
- C. All election procedures and disputes shall be decided by the Executive Committee in its discretion and that discretion is absolute and is not subject to review.

# 10. Selection of the Other Officers and Selection of the Executive Committee

The selection of the other officers and members of the Executive Committee shall be determined as follows:

A. All other officers and members of the Executive Committee for the coming year shall be tentatively selected in the Spring of each year by the predecessor Executive Committee prior to the predecessor Executive Committee nominating the President, President-Elect and Treasurer. The tentative selection of any such new officers or new member of the Executive Committee shall be made known to the organization at the time of the election of the President and may be challenged by any Master of the Bench, Master of the Bar, Barrister or Associate who is present for the election of the President. If not challenged, the tentative selections shall be deemed elected as if upon unanimous consent.

B. If any such tentative selection is challenged, the tentative selection shall not serve in such position unless he or she receives a simple majority of the votes cast by the Masters of the Bench, Masters of the Bar, Barristers and Associates who are present for the election of the President. If the challenged tentative selection does not receive a simple majority of such votes, then those eligible to vote at the meeting may nominate one or more candidates to fill the position and the person who receives the greatest number of votes cast by the Masters of the Bench, Masters of the Bar, Barristers and Associates who are present and who vote at the meeting shall be selected to fill the challenged position.

C. All election procedures and disputes shall be decided by the Executive Committee in its discretion and that discretion is absolute and is not subject to review.

### 11. When Terms of Office Begin

Except for the Administrator who serves one five-year term, the term of office for the new officers and members of the Executive Committee shall commence on the first day following the last regular meeting of the Robert Van Pelt American Inn of Court in the Spring of the year.

### 12. Deviation from Bylaws

For good reason, and upon majority vote of the Executive Committee, strict adherence to these Bylaws, or any portion thereof, may be waived in the discretion of the Executive Committee. Nevertheless, the Executive Committee shall at all times strive to implement the evident intent of these Bylaws. The Executive

Committee's discretion regarding the provisions of this paragraph is absolute and not subject to review.

## 13. Adoption and Amendment of Bylaws

The adoption of these Bylaws has been accomplished by a simple majority of those Masters of the Bench and Masters of the Bar present and voting on the day and year first mentioned above. Amendments to these Bylaws may be made by a simple majority of those Masters of the Bench and Masters of the Bar present and voting at a meeting called for the purpose of amending the Bylaws. No formal notice of a meeting need be given, and such consideration of any proposed amendment may take place at any regular meeting. Only a member of the Executive Committee, a Master of the Bench, or a Master of the Bar may propose an amendment to these Bylaws.

#### 14. Construction and Interpretation of Bylaws

The Executive Committee shall have the sole power and duty to construe and interpret these Bylaws. The Executive Committee's discretion regarding the provisions of this paragraph is absolute and not subject to review.

These Bylaws were adopted on the date and year first above written.

Robert Van Pelt American Inn of Court

Amie C. Martinez, President

Attest:

Richard G. Kopf, Administrator